

***NATIONAL MARINE FISHERIES SERVICE POLICY DIRECTIVE 32-108
AUGUST 23, 2004***

Information Management

WEEKLY DELETION OF TRASH FOLDERS

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OPR: F/CIO

Certified by: F/CIO (L.Tyminski)

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SUMMARY OF REVISIONS:

[Fwd: ACTION -- PASS ALONG TO EMPLOYEES]

Subject: [Fwd: ACTION -- PASS ALONG TO EMPLOYEES]

From: "Bonnie Ponwith" <Bonnie.Ponwith@noaa.gov>

Date: Mon, 30 Aug 2004 18:41:44 -0400

To: _NMFS HQ ST ALL <NMFS.HQ.ST.ALL@noaa.gov>

FYI

bjp

----- Original Message -----

Subject: ACTION -- PASS ALONG TO EMPLOYEES

Date: Mon, 23 Aug 2004 15:03:03 -0400

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Organization: NOAA

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In order to better manage storage on our email servers, the CIO's Office
(Larry Tyminski & his staff working with your IT staff) is planning to
implement automated weekly deletion of trash folders on our East and
West Coast enterprise servers.

[Fwd: ACTION -- PASS ALONG TO EMPLOYEES]

Beginning September 4th, automatic deletion of all trash contained in your email account will occur each weekend. If you inadvertently place a message in the Trash, and it is removed, it can be recovered from backup tape. Please take appropriate action so all employees are aware.

Please contact your local mail administrator if you have any questions regarding this change. Thanks jo

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begin:vcard
n:Oliver;John
x-mozilla-html:FALSE
org:<CENTER>Deputy Assistant Administrator</CENTER><CENTER>National
Marine Fisheries Service</CENTER><CENTER>(301) 713-2239</CENTER>
adr:;;;;;
version:2.1
title:<CENTER><FONT SIZE="+1"><BOLD>John
Oliver</BOLD></FONT></CENTER><CENTER><a
href="mailto:John.Oliver@noaa.gov">John.Oliver@noaa.gov</a></CENTER>
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